



STATE OF ALABAMA

DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

INVITATION TO BID

INVITATION TO BID NO: 10-X-2217715

REQ. AGENCY : 005000
DEPARTMENT OF CORRECTIONS
AGENCY REQ. NO. : HOSGUARD
T-NUMBER : TA779
DATE ISSUED : 04/02/10
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1437731
BUYER NAME : BRYAN MATTHEWS

FOR: HOSPITAL GUARD SERVICE

BUYER PHONE NO. : (334) 242-7250-
PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE:
DATE: 04/23/10 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 04/27/10 TIME: 10:00 AM

TO BE COMPLETED BY VENDOR

INFORMATION IN THIS SECTION SHOULD BE PROVIDED, AS APPROPRIATE. BID RESPONSE
MUST BE IN INK OR TYPED WITH ORIGINAL SIGNATURE AND NOTARIZATION.

1. DELIVERY: CAN BE MADE _____ DAYS OR _____ WEEKS AFTER RECEIPT OF ORDER
2. TERMS: _____(DISCOUNTS ARE TAKEN WITHOUT REGARD TO DATE OF PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE WITHIN _____ DAYS.
4. VENDOR QUOTATION REFERENCE NUMBER, IF ANY: _____
(THIS NUMBER WILL APPEAR ON THE PURCHASE ORDER.)
5. E-MAIL ADDRESS: _____
INTERNET WEBSITE: _____
6. GENERAL CONTRACTOR'S LICENSE NO: _____
TYPE OF G.C. LICENSE: _____

***** IMPORTANT NOTE: *****

BIDDERS MUST COMPLY WITH ALL "BID RESPONSE INSTRUCTIONS" ON PAGE 2, TO INCLUDE
ITEM 7 - COPY REQUIREMENT.

RETURN INVITATION TO BID:

US MAIL

COURIER

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
P O BOX 302620
MONTGOMERY, AL 36130-2620

STATE OF ALABAMA
DIVISION OF PURCHASING
RSA UNION BUILDING
100 N. UNION ST., SUITE 192
MONTGOMERY, AL 36104

SIGNATURE AND NOTARIZATION REQUIRED

I HAVE READ THE ENTIRE BID AND AGREE TO FURNISH EACH ITEM OFFERED AT THE PRICE QUOTED.
I HERBY AFFIRM I HAVE NOT BEEN IN ANY AGREEMENT OR COLLUSION AMONG BIDDERS IN
RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO
REFRAIN FROM BIDDING.

SWORN TO AND

FEIN OR SSN

AUTHORIZED SIGNATURE (INK)

SUBSCRIBED BEFORE ME THIS

COMPANY NAME

TYPE/PRINT AUTHORIZED NAME

_____ DAY OF _____

MAIL ADDRESS

TITLE

NOTARY PUBLIC

CITY, STATE, ZIP

TOLL FREE NUMBER

TERM EXP: _____

PHONE INCLUDING AREA CODE

FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

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AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF THIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV .

INFORMATION AND ASSISTANCE TO MINORITY AND WOMEN-OWNED BUSINESSES IN ACQUIRING M/WBE CERTIFICATION MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS

REV: 01/14/10

1. TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
2. BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
3. BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
4. THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
5. A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
6. THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
7. THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
8. AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY - FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISQUALIFIED:

BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX
RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED
BID RECEIVED LATE
BID NOT SIGNED/NOT ORIGINAL SIGNATURE
BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION
NOTARIZED OWN SIGNATURE
REQUIRED INFORMATION NOT SUBMITTED WITH BID
FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

SPECIAL TERMS & CONDITIONS

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INVITATION TO BID

INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE

UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE

IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACCEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL IT OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

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PURPOSE:

THE PURPOSE OF THIS BID IS TO CREATE A CONTRACT FOR THE EXCLUSIVE USE OF THE ALABAMA DEPARTMENT OF CORRECTIONS FOR GUARDING OF INMATES IN NON-PRISON HOSPITALS ON A 24/7 BASIS UNTIL THEY GO BACK INTO THE PRISON.

AWARD:

THE AWARD SHALL BE MADE TO THE LOWEST RESPONSIBLE BIDDER MEETING ALL SPECIFICATIONS.

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

MINIMUM WAGE:

IN THE EVENT THE FEDERAL GOVERNMENT INCREASES THE MINIMUM WAGE DURING A CONTRACT PERIOD, THE VENDOR SHALL INCREASE THE WAGES TO MATCH THE NEW RATE AS SOON AS POSSIBLE AFTER THE EFFECTIVE DATE.

NOTE: VENDOR MUST INCLUDE IN THE MONTHLY RATE THE COST OF SUPPLIES FOR THE DURATION OF THE CONTRACT. THE ONLY INCREASE IN THE MONTHLY RATE WILL BE ANY INCREASE IN THE MINIMUM WAGE TIMES NUMBER OF EMPLOYEES AND TOTAL HOURS WORKED PER LOCATION.

NON-APPROPRIATION OF FUNDS:

CONTINUATION OF ANY AGREEMENT BETWEEN THE STATE AND A BIDDER BEYOND A FISCAL YEAR IS CONTINGENT UPON CONTINUED LEGISLATIVE APPROPRIATION OF FUNDS FOR THE PURPOSE OF THIS BID AND ANY RESULTING AGREEMENT. NON-AVAILABILITY OF FUNDS AT ANY TIME SHALL CAUSE ANY AGREEMENT TO BECOME VOID AND UNENFORCEABLE AND NO LIQUIDATED DAMAGES SHALL ACCRUE TO THE STATE AS A RESULT. THE STATE WILL NOT INCUR LIABILITY BEYOND THE PAYMENT OF ACCRUED AGREEMENT PAYMENT.

PRORATION:

ANY PROVISION OF A CONTRACT RESULTING FROM THIS BID TO THE CONTRARY NOTWITHSTANDING, IN THE EVENT OF FAILURE OF THE STATE TO MAKE PAYMENT HEREUNDER AS A RESULT OF PARTIAL UNAVAILABILITY, AT THE TIME SUCH PAYMENT IS DUE, OF SUCH SUFFICIENT REVENUES OF THE STATE TO MAKE SUCH PAYMENT (PRORATION OF APPROPRIATED FUNDS FOR THE STATE HAVING BEEN DECLARED BY THE GOVERNOR PURSUANT TO SECTION 41-4-90 OF THE CODE OF ALABAMA 1975), THE CONTRACTOR SHALL HAVE THE OPTION, IN ADDITION TO THE OTHER REMEDIES OF THE CONTRACT, OF RENEGOTIATING THE CONTRACT (EXTENDING OR CHANGING PAYMENT TERMS OR AMOUNTS) OR TERMINATING THE CONTRACT.

REQUESTED INFORMATION:

ANY ADDITIONAL INFORMATION REQUESTED FROM A VENDOR MUST BE FURNISHED WITHIN FIVE (5) DAYS FROM RECEIPT OF REQUEST.

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***** SPECIFICATIONS #990D07 *****

DEPARTMENT OF CORRECTIONS
 HOSPITAL GUARD SERVICE

1. THE VENDOR SHALL FURNISH UNIFORMED GUARDS TO PROVIDE SECURITY, SUPERVISION AND CONTROL OF INMATES THAT ARE ADMITTED TO A NON-PRISON HOSPITAL OR CLINIC. THE PRINCIPAL POSTS, DUTIES AND HOURS OF DUTY OF THE GUARDS WILL BE AGREED UPON BETWEEN THE PARTIES HERETO. IN ORDER TO COMPLY WITH SUCH AGREEMENT, THE CONTRACTOR AGREES TO FURNISH REPLACEMENTS OR SUBSTITUTES FOR REGULARLY ASSIGNED GUARDS WHENEVER NECESSARY.
2. THE GUARDS SHALL AT ALL TIMES TO THE BEST OF THEIR ABILITY PERFORM THEIR DUTY AND SHALL PROMPTLY REPORT TO SUCH INDIVIDUALS AS THE DEPARTMENT MAY FROM TIME TO TIME DESIGNATE; ANY ATTEMPTED ESCAPES, DAMAGE OR DESTRUCTION OF PROPERTY, ACTS OR ATTEMPTED ACTS OF VIOLENCE, CIRCUMSTANCES CAUSING SUSPICION OF INTENDED ESCAPES OR DAMAGE TO PROPERTY, AND ALL OTHER MATTERS RELATING TO THE SECURITY OF THE INMATES AND SHALL MAKE WRITTEN REPORTS WITH RESPECT THERETO.
3. THE VENDOR WILL FURNISH THE GUARDS COMPLETELY OUTFITTED WITH UNIFORMS AND NECESSARY EQUIPMENT INCLUDING BADGES, SIDEARMS, SUFFICIENT RESTRAINTS.
4. THE VENDOR AGREES THAT THE SECURITY SERVICE COVERED BY THIS AGREE-SHALL BE PERFORMED BY QUALIFIED, CAREFUL AND EFFICIENT EMPLOYEES IN STRICT CONFORMITY WITH THE PRACTICE AND SUCH STANDARDS AS MAY BE PRESCRIBED BY THE DEPARTMENT FROM TIME TO TIME. NO GUARD SHALL BE USED BY THE VENDOR FOR PERFORMANCE OF THIS CONTRACT UNTIL HIS CHARACTER AND REPUTATION AS TO HONESTY, SOBRIETY, TRUTHFULNESS, AND RELIABILITY SHALL HAVE BEEN CAREFULLY INVESTIGATED BY THE VENDOR AND/OR THE DEPARTMENT OF CORRECTIONS. APPLICATIONS AND THE RECORD OF ALL SUCH INVESTIGATIONS SHALL BE OPEN TO INSPECTION, COPYING AND REPRODUCTION BY THE DEPARTMENT. THE VENDOR AGREES TO USE ALL REASONABLE AND PRACTICABLE MEANS NOT TO EMPLOY ANY INDIVIDUAL AS A GUARD IF HE HAS AT ANY TIME BEEN CONVICTED OF ANY FELONY OR MISDEMEANOR (OTHER THAN A VIOLATION OF ANY MOTOR VEHICLE OR TRAFFIC LAW), NOR SHALL ANY SUCH GUARD BE EMPLOYED WHO IS FOR ANY REASON WHATSOEVER OBJECTIONABLE TO THE DEPARTMENT.
5. THE VENDOR AGREES THAT THE GUARDS SHALL BE SUBJECT TO ALL DEPARTMENT REGULATIONS WHILE PERFORMING SERVICES OF THIS CONTRACT, AND MEET AND CONTINUE TO MEET WITH THE APPROVAL OF THE DEPARTMENT MANAGEMENT. THE VENDOR FURTHER AGREES THAT THE GUARDS SHALL BE COURTEOUS, NEAT, CLEAN AND PRESENTABLE WHEN ON DUTY.
6. THE VENDOR SHALL SUPERVISE THE PERFORMANCE OF THE GUARDS AND SHALL AT UNANNOUNCED INTERVALS CHECK TO DETERMINE THE MANNER IN WHICH THE GUARDS ARE DISCHARGING THEIR DUTIES.
7. THE VENDOR AGREES TO CARRY AND KEEP IN FULL FORCE AT ALL TIMES THE FOLLOWING INSURANCE: GENERAL LIABILITY, (BODY INJURY, PROPERTY DAMAGE) WITH A MINIMUM OF \$1,000,000 EACH OCCURRENCE AND \$1,000,000 AGGREGATE. THIS CAN BE COVERED BY THE GENERAL LIABILITY BY ITSELF OR TOGETHER WITH THE EXCESS LIABILITY UMBRELLA. WORKMEN'S COMPENSATION IN THE NAME OF THE VENDOR SUFFICIENT UNDER THE LAWS OF THE STATE OF ALABAMA. THE VENDOR SHOULD FURNISH INSURANCE CERTIFICATES WITH THE BID, OR THE BID MAY NOT BE CONSIDERED.
8. VENDOR WILL BE REQUIRED TO HAVE A CONTACT PERSON WITH A PHONE NUMBER. THE PHONE IS TO BE MANNED 24 HOURS A DAY, 7 DAYS PER WEEK. THE PHONE IS TO BE MANNED BY A PERSON WITH THE COMPANY OR

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AN ANSWERING SERVICE, BUT NOT AN ANSWERING MACHINE. VENDOR MUST RESPOND TO THE PHONE CALLS WITHIN 30 MINUTES OF RECEIPT BY THE ANSWERING SERVICE. THE VENDOR MUST FURNISH PHONE NUMBER TO THE DEPARTMENT PRIOR TO ISSUANCE OF PURCHASE ORDER.

9. THIS AGREEMENT MAY BE TERMINATED AT ANY TIME DURING THE CONTRACT BY EITHER PARTY BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE OTHER PARTY, AND RECEIVING WRITTEN ACKNOWLEDGEMENT THEREOF.
10. VENDOR WILL BE REQUIRED TO MAKE AVAILABLE FOR INSPECTION BY THE DEPARTMENT OF CORRECTIONS ALL SHIFT LOGS, PAYROLL RECORDS, ETC. FOR SERVICES RENDERED TO THE DEPARTMENT.
11. VENDOR'S OFFICERS WILL BE REQUIRED TO SIGN IN AND OUT WITH THE HOSPITAL SECURITY DIVISION, IN ADDITION TO ANY LOGS OR SIGN IN SHEET THE VENDOR REQUIRES.

OTHER GENERAL REQUIREMENTS:

1. VENDOR MUST BE LICENSED BY APPROPRIATE MUNICIPAL, COUNTY, AND STATE AGENCIES.
2. THE WARDEN OR DEPUTY COMMISSIONER HAS THE RIGHT TO HAVE A GUARD REMOVED BY THE VENDOR ON A ONE DAY NOTICE AND REPLACE WITH ANOTHER GUARD, IF HE DEMONSTRATES UNSATISFACTORY PERFORMANCE, OR ANY OTHER REASON THAT IS DEEMED NECESSARY FOR REMOVAL.
3. VENDOR IS TO INCLUDE WITH BID, PROOF OF HAVING A TRAINING PROGRAM, WHETHER IT BE A LETTER FROM THE TRAINING AGENCY OR FROM DESCRIPTIVE LITERATURE SUBMITTED BY THE CONTRACTOR. THIS SHOULD ACCOMPANY BID, OR BID MAY NOT BE CONSIDERED.
4. THE DEPARTMENT RESERVES THE RIGHT TO SCREEN ALL UNIFORMED GUARDS BEFORE THEIR PLACEMENT.
5. VENDOR IS TO INCLUDE WITH HIS BID THREE OR MORE RELIABLE REFERENCES WITH ADDRESS, PHONE NUMBER AND CONTACT PERSON. THE REFERENCES ARE TO BE WITHIN ALABAMA AND/OR THE LOCAL AREA.
6. INSURE THAT ALL ENTRANCE AND EXITS FROM THE SECURITY HOSPITAL SECTION HAVE ADEQUATE SECURITY IN ORDER TO PREVENT ESCAPES, INTRODUCTION OF CONTRABAND AND/OR WEAPONS TO THE INMATES.
7. PROVIDE SECURITY PERSONNEL TO SCREEN, SEARCH, AND MONITOR VISITORS, WHO HAVE BEEN APPROVED IN WRITING BY THE WARDEN, OR HIS DESIGNEE. ONLY THOSE VISITORS APPROVED IN WRITING WILL BE ALLOWED.
8. PROVIDE SECURITY PERSONNEL TO SEARCH INMATES ROOMS AND/OR WARDS USED BY INMATES TO GUARD AGAINST CONTRABAND, WEAPONS, AND TO PREVENT ESCAPES.
9. PROVIDE SECURITY WHILE MEDICAL PERSONNEL ARE ADMINISTERING MEDICAL TREATMENT OR PROVIDING MEDICAL SERVICES TO THE INMATES TO PREVENT A HOSTAGE SITUATION AND/OR PREVENT ESCAPE OR THE INTRODUCTION OF CONTRABAND.
10. PROVIDE SECURITY ESCORTS FOR THE INMATES TO AND FROM ALL AREAS OF THE HOSPITAL (X-RAY, LABORATORY, PHYSICAL THERAPY, SURGERY, ETC.)
11. PROVIDE SECURITY PERSONNEL TO SUPERVISE AND PROVIDE SECURITY WHILE INMATES ARE RECEIVING TREATMENT IN THE EMERGENCY ROOM.
12. PROVIDE SUFFICIENT RESTRAINTS (HANDCUFFS AND LEG IRONS) TO PROVIDE MAXIMUM SECURITY, CUSTODY, AND CONTROL OVER INMATES TO PREVENT ESCAPES OR HOSTAGE.

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13. SECURITY OFFICERS MUST BE "FIRE ARM CERTIFIED" BY APPROPRIATE AUTHORITY.

INDIVIDUAL GUARD REQUIREMENTS:

1. BE FREE OF ANY PHYSICAL IMPAIRMENTS.
2. BE PHYSICALLY CAPABLE OR MAINTAINING ORDER IN STRESSFUL, CONFRONTIVE DANGEROUS SITUATIONS AND OF REMOVING FROM THE AGENCY DISRUPTIVE, UNRULY PERSONS.
3. BE CAPABLE OF STANDING FOR PROLONGED PERIODS OF TIME.
4. HOLD A VALID PERMIT TO CARRY A PISTOL. MINIMUM AGE 21.

TRAINING AND EXPERIENCE REQUIREMENTS:

1. EACH GUARD MUST HAVE A WORKING KNOWLEDGE OF LOCAL AND STATE STATUTES ON LAW ENFORCEMENT AND PUBLIC SAFETY. EACH GUARD MUST HAVE HAD TRAINING AND EXPERIENCE IN HUMAN RELATIONS, WEAPONS, INCLUDING FIRM ARMS AND CROWD MANAGEMENT AND CONTROL.

CONTRACT PERIOD:

DATE OF ISSUE THROUGH 12 MONTH PERIOD. TO BE RENEWED UP TO 4 ADDITIONAL 12 MONTH PERIODS WITH APPROVAL OF VENDOR AND STATE.

NOTE:

DESCRIPTION LITERATURE, INSURANCE CERTIFICATE, REFERENCES, TRAINING PROGRAM PLUS ANY SUPPLEMENTAL INFORMATION SHOULD BE SUBMITTED WITH THE BID OR THE BID MAY BE REJECTED. REFERENCE TO ANY OF THE ABOVE SUBMITTED WITH A PREVIOUS BID OR ON FILE WITH THE PURCHASING DIVISION WILL NOT SATISFY THIS REQUIREMENT.

BID VALID PERIOD:

BID PRICES SUBMITTED WILL BE BINDING DURING THE STATE "CONTRACT PERIOD". ANY CANCELLATIONS OF INITIAL AWARDS WILL BE AWARDED TO THE NEXT LOW ACCEPTABLE BID PRICE RECEIVED FROM THE BIDDING. CONTRACTORS ARE CAUTIONED TO BID ONLY ON THE LOCATION THAT THEY CAN AND WILL SERVICE DURING THIS PERIOD OR ANY PORTION THEREOF. RANDOM BIDDING AND SUBSEQUENT CANCELLATIONS WILL ENDANGER ANY PURCHASE ORDERS YOU HOLD AND MAY DISQUALIFY YOU FROM FUTURE BIDDING.

***** N O T E *****

IN ADDITION, THE SPECIFIC RULES AND REGULATIONS FOR THE DAY-TO-DAY OPERATIONS OF THE SECURITY CONTRACT SERVICES AS WELL AS THE SECURITY POST PROCEDURES WILL BE DEVELOPED BY THE DEPARTMENT OF CORRECTIONS INSTITUTION WHICH HAS DIRECT SUPERVISION AND CONTROL OF THE INMATES WHO ARE ADMITTED TO THE HOSPITAL FOR TREATMENT OR CARE. THE DECISION AS TO THE NUMBER OF GUARDS NEEDED PER INMATE WILL BE THE DEPARTMENT OF CORRECTIONS.

ATTACHMENTS

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FOR ADDITIONAL INFORMATION CONCERNING SPECIFICATIONS OF ITB, YOU
MAY CONTACT JIMMY RHODES @ 334-567-1712 OR JIMMY.RHODES@DOC.ALABAMA.
GOV.

FOR PROCEDURAL INFORMATION, YOU MAY CONTACT JANNA WICKHAM @ ALABAMA
STATE PURCHASING @ 334-242-4288 OR JANNA.WICKHAM@PURCHASING.ALABAMA.
GOV.

PRICE SHEET

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INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW:					
SHIP TO: 005000 / 005M02					
DEPARTMENT OF CORRECTIONS					
ADOC - LIST ATTACHED					
X					
X					
X					
	AL	00000			
00001	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
SHIP TO: 005000 / 005M10					
DEPARTMENT OF CORRECTIONS					
DRAPER CORRECTIONAL CTR.					
P O BOX 1107					
HWY 143					
ELMORE					
	AL	36025			
00002	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
SHIP TO: 005000 / 005M12					
DEPARTMENT OF CORRECTIONS					
FOUNTAIN CORRECTIONAL CTR.					
HIGHWAY 21,NORTH					
ATMORE					
	AL	36503			
00003	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
SHIP TO: 005000 / 005M15					
DEPARTMENT OF CORRECTIONS					
HAMILTON A & I					
223 SASSER DR					
HAMILTON					
	AL	35570			
00004	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
SHIP TO: 005000 / 005M16					
DEPARTMENT OF CORRECTIONS					
BULLOCK COUNTY CORRECTIONAL FACILIT					
P O BOX 5107					
HIGHWAY 82 EAST					
UNION SPRINGS					
	AL	36089			
00005	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2217715

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INVITATION TO BID

OPEN DATE : 04/27/10 TIME: 10:00 AM

T-NUMBER : TA779

RETURN DATE: 04/23/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	SHIP TO: 005000 / 005M17 DEPARTMENT OF CORRECTIONS HOLMAN PRISON HOLMAN 37 HIGHWAY 21,NORTH ATMORE AL 36503				
00006	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M18 DEPARTMENT OF CORRECTIONS KILBY CORRECTIONAL FACILITY 12201 WARES FERRY ROAD MONTGOMERY AL 36117-0000				
00007	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M19 DEPARTMENT OF CORRECTIONS LIMESTONE CORRECTIONAL FACILITY 28779 NICK DAVIS ROAD HARVEST AL 35749				
00008	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M20 DEPARTMENT OF CORRECTIONS RED EAGLE WORK CENTER 1290 RED EAGLE RD. MONTGOMERY AL 36110				
00009	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M21 DEPARTMENT OF CORRECTIONS ST.CLAIR CORRECTIONAL FACILITY 1000 ST.CLAIR ROAD SPRINGVILLE AL 35146				
00010	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2217715

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INVITATION TO BID

OPEN DATE : 04/27/10 TIME: 10:00 AM

T-NUMBER : TA779

RETURN DATE: 04/23/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	SHIP TO: 005000 / 005M22 DEPARTMENT OF CORRECTIONS STATON CORRECTIONAL FACILITY 2690 MARON SPILLWAY ELMORE AL 36025				
00011	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M23 DEPARTMENT OF CORRECTIONS ELMORE CORRECTIONAL FACILITY HIGHWAY 143 NORTH ELMORE AL 36025				
00012	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M24 DEPARTMENT OF CORRECTIONS JULIA TUTWILER PRISON FOR WOMEN 8966 HIGHWAY 231, NORTH WETUMPKA AL 36092				
00013	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M25 DEPARTMENT OF CORRECTIONS WM.E.DONALDSON CORRECTIONAL FACILIT 100 WARRIOR LANE BESSEMER AL 35023				
00014	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M49 DEPARTMENT OF CORRECTIONS VENTRESS CORRECTIONAL FACILITY 379 HIGHWAY 239 NORTH CLAYTON AL 36016				
00015	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS.	1	HR		
	SHIP TO: 005000 / 005M51 DEPARTMENT OF CORRECTIONS				
	PAGE TOTAL				

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2217715

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INVITATION TO BID

OPEN DATE : 04/27/10 TIME: 10:00 AM

T-NUMBER : TA779

RETURN DATE: 04/23/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	EASTERLING CORRECTIONAL FACILITY 200 WALLACE DRIVE CLIO AL 36017-2615				
00016	COMMODITY CODE: 990-46-053519 GUARD SERVICE, FURNISH ONE OR MORE GUARDS SEVEN DAYS PER WEEK. NORMAL WORK DAY WILL BE EIGHT HOURS. BID MUST BE SUBMITTED IN THE UNIT PRICE COLUMN AS "PER HOUR". VENDOR MUST SUBMIT ORIGINAL SIGNED AND NOTARIZED BID, AS WELL AS A COMPLETE AND EXACT COPY, AS WELL AS COPIES OF ALL ATTACHMENTS/SUPPORTING DOCUMENTATION. SHIP TO: 005000 / 005M81 DEPARTMENT OF CORRECTIONS BIBB COUNTY CORRECTIONAL FAC 565 BIBB LANE BRENT AL 36034	1	HR		

PAGE TOTAL

BID TOTAL